

# **Headquarters U.S. Air Force**

---

*Integrity - Service - Excellence*

## **DoDAAC Action Item Review**



**Lisa P. Smith  
HQ AF/ILGP  
DSN 225-4895  
4 Nov 03**

**U.S. AIR FORCE**

---



**U.S. AIR FORCE**

---

## **Action Item 1**

- **Action:** Update DoDAAC system to use ED (Depot) and EB (Storage) for contractor ICPs. Determine cost and schedule.
- **Date Initiated/Initiator:** 4 Nov 02/LTC Lawrence
- **OPR/OCR:** HQ AFMC/Becky Denn
- **Status:** Joint Application Develop (JAD) IPT being established. CSRD being finalized. ECD 13 Nov 03.



U.S. AIR FORCE

---

## Action Item 2

- **Action:** CENTAF coordinate with all MAJCOMs to develop a standard form for requesting DoDAAC. New form to be made available on DoDAAC web site
- **Date Initiated/Initiator:** 4 Nov 02/LTC Lawrence
- **OPR/OCR:** CENTAF/Keith Pandorf
- **Status:** Action completed. Awaiting MSgt Bryant (SSG/ILSPR) review



## Action Item 3

- **Action:** Monitors to review AFM 23-110 Vol I, Part 2, Chap 1 and provide comments to Maggie Proctor. (I.e. Who should be MAJCOM DoDAAAC monitor, supply person or other, what should DoDAAAC monitor at Air Staff be responsible for.)
- **Date Initiated/Initiator:** 4 Nov 02/AFMC LSO/LOTC
- **OPR/OCR:** Maggie Proctor/MAJCOMs
- **Status:** Open



# Action Item 4

U.S. AIR FORCE

---

- **Action:** MAJCOM reps to outline a recommended AF process for following DoDAAC types:
  - JM Account/John Marshall (Briefed Mar'03)
  - FL, FF, and FT accounts/Bob Mason (Briefed Mar'03)
  - FM account/Dale Lyons (Discussion)
  - EP and FP account/MSgt Armstead
  - FN and FW accounts/Deanna Gregory (Discussion)
  - EJ and FJ accounts/Nancy Ryan
  - FU account/Judy Johnson (Discussion)
- **Date Initiated/Initiator:** 4 Nov 02/LTC Lawrence
- **OPR/OCR:** Listed above
- **Status:** Open, AFMC LSO/LOT researching EJ and FJ



**U.S. AIR FORCE**

---

# **Action Item 5**

- **Action:** MAJCOM reps to validate their FX accounts.
- **Date Initiated/Initiator:** 4 Nov 02/LTC Lawrence
- **OPR/OCR:** MAJCOM Reps below:
  - HQ AFMC/TSgt Supinger
  - HQ AETC/SMSgt McClure
  - HQ AFCA/Larry Griffith
  - HQ AFOSI/TSgt Capistrant
  - HQ AFSOC/MSgt Moulton
  - ACC/RSSMR/Diane Mitchell
  - HQ USAFA/Diana Perkins
  - HQ AIA/MSgt Criss
  - AFMLO/Dale Lyons
- **Status:** Open



**U.S. AIR FORCE**

---

## **Action Item 6**

- **Action:** Develop procedure/guidance to establish JM account in support of AOR.
- **Date Initiated/Initiator:** Mar 03/LTC Lawrence
- **OPR/OCR:** ILGP/Need OPR/OCR for AFMC
- **Status:** **OPEN**



**U.S. AIR FORCE**

---

## **Action Item 7**

- **Action:** Develop supply guide on what to do when deployed.
- **Date Initiated/Initiator:** Mar'03/LTC Lawrence
- **OPR/OCR:** ILGP/SMSgt Chris Stephens
- **Action:** As a result of changes suggested during the Supply Contingency Operations Working Group, and agreed to by the AF Materiel Management Board, contingency locations will establish a maximum of two DODAACs. One DODAAC will be established to support Base Operations Support (BOS), and if necessary, an additional DODAAC may be established to support Strategic Airlift. All other functions will utilize the BOS DODAAC for support. AF/ILGP will incorporate this CONOPS into AFMAN 23-110, Vol 2, Part 2, Chapter 32, Contingency Operations. (CLOSED)



**U.S. AIR FORCE**

---

## **Action Item 8**

- **Action:** Find out purpose of DLA Form 1832
- **Date Initiated/Initiator:** Mar'03/LTC Lawrence
- **OPR/OCR:** ILGP/Lisa Smith
- **Action:** Briefing (Agenda item)
- **Used to establish and maintain accurate account information for each customer receiving products from Richmond Map**
- **Means of tracking customers and establishing accountability**
- **Sep'02 implemented new DLA Form 1832 (CLOSED)**



**U.S. AIR FORCE**

---

## **Action Item 9**

- **Action:** Provide DoDAAC for Lockheed Martin to ship classified.
- **Date Initiated/Initiator:** Mar'03/LTC Lawrence
- **OPR/OCR:** AFMC/LSO Judy Oldham
- **Action:** Action completed. Assigned EY9412. (CLOSED)



# Action Item 10

U.S. AIR FORCE

---

- **Action:** Send listing of interfund billing discrepancies to each MAJCOM for resolution.
- **Date Initiated/Initiator:** Mar'03/LTC Lawrence
- **OPR/OCR:** Susan Scott and Jan Finch/DFAS-DE
- **Action:** Report sent to each MAJCOM. MAJCOM working. Discussion item. Close and make a discussion item for each meeting.



**U.S. AIR FORCE**

---

## **Action Item 11**

- **Action:** **EJ account clean-up.**
- **Date Initiated/Initiator:** **Mar'03/LTC Lawrence**
- **OPR/OCR:** **AFMC/LSO,Judy Oldham**
- **Action:** **Pending**



**U.S. AIR FORCE**

---

## **Action Item 12**

- **Action:** Finalize hazardous waste turn-in process (e.g. Peterson issue) Find out if the Form 1088 process has been replaced. Current process doesn't work. (Bob Back HQ AFSPC/LCRPS)
  
- **Date Initiated/Initiator:** Mar'03/LTC Lawrence
  
- **OPR/OCR:** ILGP/LTC Lawrence
  
- **Action:** In work.



# Action Item 13

U.S. AIR FORCE

---

- **Action:** DLA ordering procedures (ROTC Accounts). Why are so many DoDAACs needed?
- **Date Initiated/Initiator:** Mar'03/LTC Lawrence
- **OPR/OCR:** ILGP/LTC Lawrence
- **Action:** Being incorporated into the AF's inventory efficiency initiative for FY04 to establish a prime vendor contractor to support the ROTC detachments.



## Action Item 14

- **Action:** Establish an IPT for DoDAAC Close-out procedures.
- **Date Initiated/Initiator:** Mar'03/LTC Lawrence
- **OPR/OCR:** ILGP/Lisa Smith
- **Action:** Meeting 5 Nov to establish procedures.



**U.S. AIR FORCE**

---

## **Action Item 15**

- **Action:** Get legal reading on contract verbiage and responsibilities for subcontractor DoDAACs.
- **Date Initiated/Initiator:** Mar'03/LTC Lawrence
- **OPR/OCR:** ILGP/LTC Lawrence
- **Action:** As contracting officers request DoDAACs, they should be issued. Contracting officer accountable. (CLOSED)



**U.S. AIR FORCE**

---

## **Action Item 16**

- **Action:** Is DoDAAC required for Civil Air Patrol to make withdrawals from DRMO?
- **Date Initiated/Initiator:** Mar'03/LTC Lawrence
- **OPR/OCR:** ILGP/LTC Lawrence
- **Action:** In Work



# Action Item 17

U.S. AIR FORCE

---

- **Action:** Is there an AFI or other documentation that spells out the Air Force responsibility to the Civil Air Patrol?
- **Date Initiated/Initiator:** Mar'03/LTC Lawrence
- **OPR/OCR:** AFAA, Evelyn Polk
- **Action:** AFI is 10-2701. Web site shown below.  
<http://152.229.169.35/pubfiles/af/10/afi10-2701/afi10-2701.pdf>  
**(CLOSED)**



## Action Item 18

- **Action:** MAJCOM DoDAAC monitors need to make sure up to date appointment letter on file with AFMC/LSO
- **Date Initiated/Initiator:** Mar'03/LTC Lawrence
- **OPR/OCR:** MAJCOMs
- **Action:** Open



**U.S. AIR FORCE**

---

## **Action Item 19**

- **Action:** Cross reference FY DoDAACs to their host FB DoDAAC
- **Date Initiated/Initiator:** Mar'03/LTC Lawrence
- **OPR/OCR:** AFMC/LSO, Judy Oldham
- **Action:** Pending



**U.S. AIR FORCE**

---

## **Action Item 20**

- **Action:** Complete DoDAAC training guide
- **Date Initiated/Initiator:** Mar'03/LTC Lawrence
- **OPR/OCR:** AFMC/LSO, Judy Oldham
- **Action:** Work in process.



## Action Item 21

U.S. AIR FORCE

---

- **Action:** Keith Bettis (DLA/RMF) will see if maps can be sent to AOR before 90 day cycle ends.
- **Date Initiated/Initiator:** Nov 03 DODAAC Team
- **OPR/OCR:** Bettis (DLA/RMF)
- **Action:** Work in process.



## Action Item 22

U.S. AIR FORCE

---

- **Action:** Check with Lt Col Lawrence on text in AFMAN 23-110 V1 P2 C1 para 1.5.6
- **Date Initiated/Initiator:** Nov 03 DODAAC Team
- **OPR/OCR:** Lisa Smith, USAF/ILGP
- **Action:** Work in process.



# Action Item 23

U.S. AIR FORCE

---

- **Action:** Check acronyms in AFMAN 23-110 V1 P2 C1 to be sure they are spelled out before they are used in the document
- **Date Initiated/Initiator:** Nov 03 DODAAC Team
- **OPR/OCR:** AFMC LSO/LOT
- **Action:** Work in process.



## Action Item 24

U.S. AIR FORCE

---

- **Action:** Review FG account to see if they are valid or can changed FU or other accounts.
- **Date Initiated/Initiator:** Lisa Smith (USAF/ILGP)
- **OPR/OCR:** MAJCOM DODAAC Monitors
- **Action:** Work in process.



**U.S. AIR FORCE**

---

## **Action Item 25**

- **Action:** AF/ILGP will host meeting with GSA DLA SAF/ FM, OSD, DFAS and others to discuss FM interfund bills and credit issues
- **Date Initiated/Initiator:** Lisa Smith (AF/ILGP)
- **OPR/OCR:** AF/ILGP
- **Action:** Work in process.



## Action Item 26

- **Action:** AFSPC will provide verbiage for FM account definition
- **Date Initiated/Initiator:** Lisa Smith (AF/ILGP)
- **OPR/OCR:** AFSPC/LCRPP
- **Action:** Work in process.



U.S. AIR FORCE

---

## Action Item 27

- **Action:** AFMC LSO/LOT will update DODAAC request form (Add Org Cmdr coordination etc)
- **Date Initiated/Initiator:** Lisa Smith (AF/ILGP)
- **OPR/OCR:** AFMC LSO/LOT and SSG/ILSPR
- **Action:** Work in process.